

Sullivan County NH

Type of Meeting: Board of Commissioners – Executive Session Meeting

Minutes: Agenda Item No. 9

Date / Time: Feb 15, 2005; 2 PM

Place: Unity – Sullivan County Unity Complex / Nursing Home
1st Floor, Executive Session adjourned to Business
Conference Room.

ATTENDEES: Commissioners Donald S. Clarke – Chair, Bennie C. Nelson Vice Chair and Ethel Jarvis – Clerk; Ed Gil de Rubio – County Manager; Peter Farrand – Human Resource Director; John Allard – Nursing Home Interim Administrator; Sharon Johnson-Callum (minute taker)

2:00 A motion was made by Commissioner Nelson to go into Executive Session. Commissioner Jarvis seconded the motion. No discussion. Roll call vote was taken and all were in favor.

Group reconvened in the Business Conference Room, 1st Floor of Nursing Home.

AGENDA ITEM NO. 9 EXECUTIVE SESSION - PERSONNEL ISSUE

County Manager noted there were three items, which Mr. Allard brought to his attention, which he wanted Allard to discuss with the Board. County Manager indicated he feels changes in their areas could make a substantial cut in expenses in the current budget and upcoming FY 06 budget. The items were:

1. Elimination of the Unit Aide position
2. Change in the name of the Nursing Home
3. Medicaid rate

Mr. Allard handed out a copy of the current Nursing Home census (copy on file) and discussed admissions and discharges in January and February.

Allard continued with the review of the three topics:

1) Elimination of the Unit Aide Position. They currently have ten full time Unit Aide employees: one aid per unit each on the 7-3 and 3-11 shift. The minimum hours worked is 24 hours. Allard feels the service is not needed and recommends eliminating UA position within two weeks or by end of month. He confirmed the Director of Nursing (DON) concurs. He explained the current UA's have no expertise or licensing, and can only provide beverages, meals or make beds. He feels, after reviewing this with the Directors of HR and Nursing, the elimination of the position would not increase the workload significantly. Commissioner Clarke asked about union involvement once decision made and if the current UA's would accept training to upgrade their expertise. Allard confirmed they would offer training to become LNA's at County expense. He confirmed they could have training ready to go here in this building for six weeks.

County Manager indicated eliminating a category of work was not a union issue as long as they were not recreating the position within a 24-month period. County Manager also pointed out the numbers regarding UA work has never been part of the RUGGS measurements. Commissioner Nelson questioned if elimination of the position would affect the issues brought up in the last inspection. Allard confirmed no. Farrand pointed out two to three counties have UA's in County nursing homes facilities. Allard has not seen the UA position as a model in any other non-county nursing home. Commissioner Jarvis requested a copy of the UA job description, which was provided during the meeting (copy on file). It was noted \$340,000 was the UA cost. Commissioners discussed displacement of the UA employees, what type of benefits they currently had, what type of workforce training would be available and where. Commissioners suggested keeping the current UA's on normal salary during training, if employee decided to go through training. Commissioner Clarke wants to say "we care", that we see improvement in increasing the training level, and is on board with Commissioner Nelson. Commissioner Jarvis disconcerted with terminating a position, which holds long-term employees who would loose out on benefits. Mr. Allard discussed employee morale, noting people like to be part of success. County Manager indicated he'd like to see Board make a decision today regarding the UA.

Change in use of the MacConnell Unit is mentioned as a FYI side-note. Allard noted MacConnell has 4 private pays, will struggle to have more. He noted a large number of residents were moved to the unit for convenience - due to behavioral issues. He noted, professionals have personal opinions but no evidence to sway either way on the right way to take care of dementia: segregate vs. intermingle. Allard noted his expertise in dementia issue and recommends eliminating the secure dementia unit, moving those residents into main population. He explained, with newer technology, electronic monitoring band, how they could be allowed to intermingle, and stay secure. Pro's to this: a) reduce staffing in that unit and place the staffing more where needed, b) it would eliminate agency use in that area, c) opportunity to be competitive in Medicare department: open as rehabilitation of short term skilled unit. Allard also pointed out in other nursing homes where sleep labs or OBGYN high risk pregnancy physician groups' rent or buy space - another form of income for a nursing home. Allard will submit an addendum to Genesis Initial Progress Report, to be ready for March meeting. Commissioner Nelson requested report to include numbers of mobile dementia. Commissioner Jarvis indicated she was in favor to make unit skilled.

1) Unit Aides: continued ...

Commissioner Clarke requested transition proposal with cost analysis. Commissioner Jarvis requested pay scale of LNA. It was noted UA pay scale was \$10.03 - 15.04, Unit Aides would receive approximately 20% increase to the new position, if training completed successfully, the removal of the UA position allows more flexibility to use LMNA, the Per Diem list would increase and as of today two LNA positions were vacant but number could change. Those completing classes would be used to fill vacant LNA position(s), with rest placed on per diem LNA list with first shot at accepting LNA position opening. HR Director noted there is a 2% employment change over per year in

nursing. After consideration of the UA position, the Board majority decided to have a layoff / reorganization.

2) Change in the name of the Nursing Home. Commissioner Clarke indicated the Board would review the name change suggestions at the March 1st meeting.

SIDE NOTE: Commissioner Jarvis noted she thought the Genesis Progress report was done very efficiently, good reading and she had zeroed in, during a tour, on items written in to the report. Jarvis added she might not agree with the cost shown in report.

3:30 A motion was made, by Commissioner Nelson, to go out of non-public session. Commissioner Jarvis seconded the motion. There was no discussion. Motion carried as all were in favor.

(See motion on Public Minutes timed at 3:31)

Respectfully submitted,

A handwritten signature in cursive script that reads "Ethel Jarvis".

*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/s.j-c.